



DEPARTMENT OF DEVELOPMENTAL SERVICES EXAMINATION ANNOUNCEMENT



CLINICAL SOCIAL WORKER (HEALTH FACILITY)

OPEN

AN EQUAL OPPORTUNITY EMPLOYER TO ALL REGARDLESS OF RACE, COLOR, CREED, NATIONAL ORIGIN, ANCESTRY, SEX, MARITAL STATUS, DISABILITY, RELIGIOUS OR POLITICAL AFFILIATION, AGE, OR SEXUAL ORIENTATION.

IT IS AN OBJECTIVE OF THE STATE OF CALIFORNIA TO ACHIEVE A DRUG-FREE STATE WORK PLACE. ANY APPLICANT FOR STATE EMPLOYMENT WILL BE EXPECTED TO BEHAVE IN ACCORDANCE WITH THIS OBJECTIVE BECAUSE THE USE OF ILLEGAL DRUGS IS INCONSISTENT WITH THE LAW OF THE STATE, THE RULES GOVERNING CIVIL SERVICE AND THE SPECIAL TRUST PLACED IN PUBLIC SERVANTS.

SPOT FOR: FAIRVIEW DEVELOPMENTAL CENTER

CONTINUOUS FILING

Applications may be downloaded from State Personnel Board website at <http://www.spb.ca.gov>. Faxed applications or resumes will not be accepted. Applications are available and **MUST** be filed in person or by mail with:

**FAIRVIEW DEVELOPMENTAL CENTER
PERSONNEL/TESTING OFFICE
2501 HARBOR BOULEVARD
COSTA MESA, CA 92626**

This is an open examination. Applications will not be accepted on a promotional basis. Career credits do not apply.

DO NOT SUBMIT APPLICATIONS TO THE STATE PERSONNEL BOARD

If you have a disability and need special testing arrangements, mark the appropriate box in Part 2 of the "Application for Examination." You will be contacted to make specific arrangements.

NOTE: Accepted applicants are required to bring either a photo identification card or two forms of signed identification to each phase of the examination.

NO WRITTEN TEST IS REQUIRED

The entire examination will consist of an interview.

QUALIFICATIONS APPRAISAL:

Interviews will be held when a sufficient candidate pool exists and will be scheduled at the discretion of the appointing authority.

SALARY RANGE: \$3321 - \$4139

This classification has a Pay Differential bonus of \$400 for unlicensed C.S.W. and \$600 for licensed C.S.W. per month.

REQUIREMENTS FOR ADMITTANCE TO THE EXAMINATION

Possession of a valid license as a Licensed Clinical Social Worker issued by the California Board of Behavioral Science. [Individuals who do not qualify for licensure by the California Board of Behavioral Science may be admitted into the examination and may be appointed but must secure a valid license within four years of appointment; however, an individual can be employed only to the extent necessary to be eligible for licensure plus one year. An extension of the waiver may be granted for one additional year based on extenuating circumstances, as provided by Section 1277 (e) of the Health and Safety Code. The time duration for unlicensed employment does not apply to active doctoral candidates in social work, social welfare, or social service, until the completion of such training.]

[Unlicensed individuals who are recruited from outside the State of California and who qualify for licensure may take the examination and may be appointed for a maximum of one year at which time licensure shall have been obtained or the employment shall be terminated; an extension of the waiver may be granted for an additional one year based on extenuating circumstances, as provided by Section 1277 (e) of the Health and Safety Code. Individuals granted an additional one year based on extenuating circumstances may be appointed for a maximum of two years at which time licensure shall have been obtained or the employment shall be terminated. Additionally, they must take the licensure examination at the earliest possible date after the date of employment.]

and
Education: Completion of a master's degree program from an accredited school of social work, approved by the Council on Social Work Education.

NOTE: Applicants must attach a copy of their master's degree and a copy of their license (if applicable) to their application.

Special Personal Characteristics: An objective and empathetic understanding of individuals with the mental, developmental or physical disabilities; flexibility to alter hours as needed; tolerance; tact; emotional stability; and respect for persons from diverse backgrounds.

THE POSITION

Under general direction, in a health facility, to do clinical social work with individuals with mental, physical, or developmental disabilities, and their communities; and to do other related work.

EXAMINATION INFORMATION

This examination will consist of a qualifications appraisal interview only. In order to obtain a position on the eligible list, a minimum rating of 70.00% must be attained in the interview.

Qualifications Appraisal - Weighted 100.00%

Scope:

In addition to evaluating the competitors' relative abilities as demonstrated by quality and breadth of experience, emphasis in the examining interview will be on measuring competitively, relative to job demands, each competitor's:

A. Knowledge of:

1. Principles, procedures, techniques, trends, and literature of social work with particular reference to clinical social work.
2. Psycho/social aspects of mental and developmental and physical disabilities.
3. Community organization principles.
4. Scope and activities of public and private health and welfare agencies.
5. Characteristics of mental, developmental, and physical disabilities.
6. Current trends in mental health, public health and public welfare, and Federal and State programs in these fields.

B. Ability to:

1. Utilize and effectively apply the required technical knowledge.
2. Establish and maintain the confidence and cooperation of persons contacted in the work.
3. Secure accurate psycho/social data and record such data systematically.
4. Prepare clear, accurate, and concise reports.
5. Work family and community agencies in preparation for discharge.
6. Develop and implement programs.
7. Provide professional consultation.
8. Analyze situation accurately and take effective action.
9. Communicate effectively.

ELIGIBLE LIST INFORMATION:

The resulting eligible list will be used to fill vacancies at Fairview Developmental Center only.

Names of successful competitors are merged into the list in order of final scores, regardless of date. Eligibility expires 24 months after it is established.

Veterans' preference credits will not be granted in this examination since it does not qualify as an entrance examination under the law.

THIS CANCELS AND SUPERSEDES THE BULLETING ISSUED ON 05/01/06.

SEE REVERSE FOR ADDITIONAL INFORMATION

**CLINICAL SOCIAL WORKER (HEALTH FACILITY)
XP36-9877**

CONTINUOUS FILING

TESTING PERIOD INFORMATION

A candidate may be tested only once during a testing period. The testing periods for this examination are January 1 through March 31; April 1 through June 30; July 1 through September 30; October 1 through December 31.

DRUG TESTING REQUIREMENT

Applicants for positions in this class are required to pass a drug screening test. Testing of current employees who are applicants in an examination or who are transferring is permitted only if the person does not have a current appointment to a class for which drug testing is a requirement.

BACKGROUND INVESTIGATION: Competitors who are successful in this examination will be required to complete (prior to an appointment in this class) a background investigation document, on which information regarding certain arrests (regardless of conviction) and felony convictions must be divulged. Information collected on this document is distinct from that required on the Standard Application for Examination, Form STD-678, that is filled out prior to the examination. The hiring agency uses the information obtained on the background investigation document to conduct background investigations and/or to determine an individual's suitability for employment.

GENERAL INFORMATION

It is the candidate's responsibility to contact the Fairview Developmental Center's Testing Office three days prior to the written test date if he/she has not received his/her notice.

For an examination without a written feature it is the CANDIDATE'S RESPONSIBILITY to contact the Fairview Developmental Center's Testing Office three weeks after the final filing date if he/she has not received a progress notice.

If a candidate's notice of oral interview, EDA, performance test fails to reach him/her prior to the day of the interview due to a verified postal error, he/she will be rescheduled upon written request.

Applications are available at State Personnel Board Offices, local offices of the Employment Development Department and the Department noted on the front.

If you meet the requirements stated on the reverse side, you may take this examination, which is competitive. Possession of the entrance requirement does not assume a place on the eligible list. Your performance in the examination described on the reverse side of this bulletin will be compared with the performance of the others who take this test, and all candidates who pass will be ranked according to their scores.

THE STATE PERSONNEL BOARD reserves the right to revise the examination plan to better meet the needs of the service if the circumstances under which this examination was planned change. Such revision will be in accordance with civil service laws and rules and all competitors will be notified.

EXAMINATION LOCATIONS: When a written test is part of the examination, it will be given in such places in California as the number of candidates warrant. Ordinarily, qualifications appraisal interviews are scheduled in Sacramento, San Francisco, and Los Angeles. However, locations of interviews may be limited or extended as conditions warrant.

ELIGIBLE LISTS: Eligible lists established by competitive examination, regardless of date, must be used in the following order: 1) subdivisional promotional, 2) departmental promotional, 3) multidepartmental promotional, 4) servicewide promotional, 5) departmental open, 6) open. When there are two lists of the same kind, the older must be used first. Eligible lists will expire in from one to four years unless otherwise stated on this bulletin.

GENERAL QUALIFICATIONS: Candidates must possess essential personal qualifications including integrity, initiative, dependability, good judgement, and ability to work cooperatively with others; and a state of health consistent with the ability to perform the assigned duties of the class. A medical examination may be required. In open examinations, investigation may be made of employment records and personal history and fingerprinting may be required.

INTERVIEW SCOPE: If an interview is conducted, in addition to the scope described on the reverse of this bulletin, the panel will consider education, experience, personal development, personal traits, and fitness. In appraising experience, more weight will be given to the breath and recency of pertinent experience and evidence of the candidate's ability to accept and fulfill increasing responsibilities than the length of his/her experience. Evaluation of a candidate's personal development will include consideration of his/her recognition of his/her own training needs; his/her plans for self-development; and the progress he/she has made in his/her efforts toward self-development.

VETERANS' PREFERENCE CREDITS are awarded in open and open nonpromotional entrance examinations requiring *less than college graduation and two years of experience*. In OPEN examinations, eligible veterans, widows/widowers of veterans, and spouses of 100% disabled veterans received 10 points. Eligible disabled veterans receive 15 points. In OPEN NONPROMOTIONAL examinations, eligible veterans receive five points. Eligible disabled veterans receive 10 points. Individuals who receive veterans' points are not eligible for career credits. No veterans' preference credits will be allowed once a veteran achieves permanent civil service status. Directions for applying for veterans' preference points are on the Veteran Preference Application (Form 1093) which is available from State Personnel Board Offices, written test proctors, and the Department of Veterans Affairs, P.O. Box 942895, Sacramento, CA 94295-0001.

HIGH SCHOOL EQUIVALENCE: Equivalence to completion of the 12th grade may be demonstrated in any one of the following ways: 1) passing the General Educational Development (GED) Test; 2) completion of 12 semester units of college level work; 3) certification from the State Department of Education, a local school board, or high school authorities that the candidate is considered to have the education equivalent to graduation from high school; or 4) for clerical and accounting classes, substitution of business college work in place of high school on a year-for-year basis.

DT/O (Rev. 10/86) FDC 05/06

DEPARTMENT OF DEVELOPMENTAL SERVICES - 1600 9th Street, P.O. Box 944202, Sacramento, CA 94244-2020
Telephone: Public: (916) 654-1625 TDD: Voice of Hearing Impaired (916) 654-2054

Agnews Developmental Center 3500 Zanker Road San Jose, CA 95134-2299 Public: (408) 451-6000 TDD: (408) 432-0942	Canyon Springs 69-696 Ramon Rd. Cathedral City, CA 92234 Public: (760) 770-6260 TDD: (760) 770-2590	Fairview Developmental Center 2501 Harbor Blvd. Costa Mesa, CA 92626 Public: (714) 957-5121 TDD: (714) 957-5512	Lanterman Developmental Center 3530 West Pomona Blvd. Pomona, CA 91769 Public: (909) 595-1221 TDD: (909) 595-3971	Porterville Developmental Center 26501 Avenue 140 Porterville, CA 93257 Public: (559) 782-2222 (559) 782-2322	Sierra Vista 1251 Stabler Lane Yuba City, CA 95993 Public: (530) 822-7000	Sonoma Developmental Center P.O. Box 1493 Eldridge, CA 95431 Public: (707) 938-6339 TDD: (800) 735-2929
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TDD is a Telecommunications Device for the Deaf and is reachable from phones equipped with a TDD Device.

NOTICE OF CLOSE OF TESTING

September 11, 2006

EXAM TITLE: CLINICAL SOCIAL WORKER (HEALTH FACILITY)

EXAM BASE: OPEN-SPOT

EXAM CODE: 6FV85

FINAL FILING DATE: SEPTEMBER 29, 2006

This notice announces the closing date for this examination. Applications may be filed in person by the close of business (4:30 p.m.) on **September 29, 2006** or mailed to:

**FAIRVIEW DEVELOPMENTAL CENTER
PERSONNEL/TESTING OFFICE
2501 HARBOR BLVD
COSTA MESA, CA 92626
(714) 957-5121**

Mailed applications must be postmarked no later than the final filing date indicated above. Applications postmarked, personally delivered or received via inter-office mail after the final filing date will be held for the next examination. Faxed applications or resumes will not be accepted. Applications may be downloaded from State Personnel Board website at <http://www.spb.ca.gov>. It is anticipated that interviews will be held during **October/November 2006**.

DO NOT SUBMIT APPLICATIONS TO THE STATE PERSONNEL BOARD